

**Trade Union Consultation Meeting**

**Wednesday, 28<sup>th</sup> February 2024 10.30am, Civic Centre 7<sup>st</sup> Flr, Meeting Room 7.1and/or Microsoft Teams**

**Decision Notes and Actions Arising**

**Attendees LBE**

Julie Mimmagh, Chair  
Shaleena Burahee (notes)

**Presenting Officers:**

Doug Wilkinson  
James Wheeler  
Olga Bennet  
Vanessa Tanner  
Olu Ayodele

**Trade Unions**

Tracy Adnan (Unison)  
Anna Woodcock (GMB)  
Denise Handscomb-Teagle (GMB)  
Alistair Blundell (GMB)  
Paul Bishop (Unison)  
Christine Sesstein (Unison)

**Apologies**

Nick Long (Unite)  
Mary Goodson  
Tinu Oluwe

		<b>OWNER</b>
<b>1.</b>	<b>Decision Notes and Actions Arising 14 February 2024</b>	
	No outstanding actions	
<b>2.</b>	<b>New Parking Arrangements at the Civic Centre</b>	
	<p><b><i>Doug Wilkinson/James Wheeler</i></b></p> <p>The report and associated documents were shared ahead of the meeting.</p> <p>The key areas discussed was to ensure that car parking facilities was no longer restricted to named individuals as this has created huge waiting lists in the past and more recently with hybrid working has led to under usage. The then Director had the view that all staff should have equal access to the car park, which the new car parking system now facilitates. The report proposes an incentive to encourage a modal shift towards bicycles and public transport as there is a proposed increase of 20% to the parking day rate which is outlined in the Appendix.</p> <p>The new parking systems and cameras are in place but are not functioning yet. Staff are expected to register payment/card details and any other vehicles they use to their account. Where staff would need to visit the Civic Centre between 30 – 45 mins no charge would be incurred. Staff who leave their cars in the car park more than 45 minutes would be charged a full day's rate. If staff are exiting and re-entering the car park more than once a day these staff will still be paying for 1 day's rate. Staff will not be charged twice for exiting and re-entering the car park.</p> <p>White-lists were discussed and this is where the service are able to put licence plates into the systems on a non-charged basis. The white-list would include commercial, Enfield vehicles, counsellors/members.</p>	

The main benefit of the new car parking system is that staff will only be charged for the days that they are using the car park, unlike the current system.

**TU Questions:**

A range of questions were put forward to this proposal.

AB - Are disabled people being charged too? JW confirmed that individuals who are disabled will be on the white-list (as also mentioned on the report).

AB – asked about staff who have to use their vehicle for business or drive to a Council building to pick up a car/van for their work, do they still get charged? JW confirmed that aspect is no different to previously and it would be a good time to capture that in the Essential Car Users policy. JM said that free parking has never been part of the essential car users policy. JW highlighted that one of the things the service found when creating this proposal is that there are a number of anomalies. The service is trying to unwind some irregular arrangements and that's what they're trying to correct and trying to address all anomalies. It won't be until the new car parking system is live that more anomalies may be apparent.

PB – how are you dealing with tenants in the building? Some tenants have entitlements to park, EBSCO have 20 paid for spaces. (Recommendation to use white list rather than separate registered accounts), NHS are the same as LBE staff.

AB – Wates, do they still park in the car park? JW – There are still some Wates staff who work with Property services, there are 6 or 7 admin officers. When they drive their personal vehicles they will be charged.

Questions were also raised around when comms will be shared with staff. Comms will be shared with staff as soon as possible, by the end of next week. The car park (ground and basement) will be on a first come first service. DW said that the service has been monitoring usage of the car parks and working behaviours which are both variable but they never exceed the car parking spaces.

AB - is Portcullis car park being closed? JW confirmed that Enfield intends to close Portcullis concurrently with activation of the new system.

JM – will we increase areas where people can leave their bikes if they choose to use bikes instead of their cars? JW - If there is a demand, yes.

CS – how is the new car parking system going to be managed and what happens if it fails to read number plates correctly? The new ANPR system is near perfect read accuracy and is very similar to airport style number plate recognition.

AW – will staff be reimbursed for half day? JW confirmed that Enfield cannot agree to this.

PB – how much did system cost? JW - Approx. £60,000 - £70,000. The admin duties will be dramatically less as staff will need to register their payment and car details onto a website

After 6pm the car parks will be free in line with governance meetings in the evenings.

	<b>No further questions</b>	
<b>3.</b>	<b>CIPFA Graduate Programme</b>	
	<p><i>Olga Bennet/ Vanessa Tanner/ Olu Ayodele</i></p> <p><b>The report and associated documents were shared ahead of the meeting.</b></p> <p><b>Key Points:</b></p> <p>A proposal was put forward to delete 6 posts for the graduate programme, which affects 4 individuals. Two of the six posts are vacant. The service is aware that the effect will have both a personal impact and an organisational impact on the 4 individuals affected. Over time the graduate programme has changed. The two main reasons for this proposal are the cost of the post and the 2 days a week that those graduates who are employed are not available, even if they fail their exams. Another element that was raised is that the scheme has changed in such a way where there is a lot more work on the managers and Head of Service. At times the Head of Service is completing admin duties, taking time away from other duties, the demand on managers/HOS have quadrupled over time.</p> <p><b>TU Questions:</b></p> <p>JM – With 4 graduates at risk, how far into their apprenticeship are they? And with exams, does it work as normal accountancy exams? Will they keep the exams already passed? OB and VT confirmed that 2 graduates are halfway through their programme and 2 other graduates are towards the end of their first year. With exams, yes, they don't lose the exams already passed. CIPFA have confirmed the apprentices can take their remaining exams to complete their qualifications.</p> <p>TA – have you had an opportunity to take this back to the governing body and were there any suggestions? Are other local authorities taking the same route? OB/VT confirmed they have taken this back to the governing body. Where other local authorities can afford it, they will most likely delay recruitment.</p> <p>VT – the plan is to deliver this message individually, ideally face to face. Then going forward with formal consultation.</p> <p>JM – do we know when their next exams are? And will we time comms around this to support them? OA confirmed that the next exams will be in March. OB mentioned that we will not be able to delay consultation more than 2 weeks. Exams are regular, usually every other month or so. Proposing to deliver the message by 6<sup>th</sup> March.</p> <p>CS – have you looked at every other way of doing this? VT – have looked for 6 months, but financial situation has not improved. OB – have timed it to OA's restructure, so the individuals affected could apply to those 2 posts. They would be in the best position to apply. VT to email names to TU members.</p> <p>TUs expressed concerns about this proposal and TU's objections noted.</p> <p><b>No further questions and all TU's objections are noted.</b></p>	

4.	<b>Capital and Treasury Team</b>	
	<p><i>Olga Bennet/ Vanessa Tanner/ Olu Ayodele</i></p> <p><b>The report and associated documents were shared ahead of the meeting.</b></p> <p><b>Key Points:</b></p> <p>In essence the proposal put forward is to merge 2 teams together which will allow the service to improve, and the overall management of the Capital program will be 1 team. The purpose of this proposal is to deliver savings through a restructure. A significantly experience staff member will be retiring under flexible retirement which will provide enough time (2 years) for a knowledgeable handover to a role post of SO2. There will be a saving of a £62,000 of general fund and there will be no redundancies in this restructure. 2 posts (SO1 and SC6) were vacant posts.</p> <p><b>TU Questions:</b></p> <p>None</p> <p><b>No further questions and no objections.</b></p>	
5.	<b>AOB</b>	
6.	<p><b>Decisions/Actions:</b></p> <p><b>AOB</b></p> <ul style="list-style-type: none"> <li>• How are we doing on reducing numbers on interims? JM to get data and names.</li> <li>• Flexibility on wanting to work in office (not home). Depends on accommodation but generally staff are allowed to work flexibility. JM asked PB to share details outside of meeting.</li> </ul>	